



CITY OF HOUSTON

Job Posting

Applications accepted	ALL PERSONS INTERESTED
Job Classification	Programmer Analyst IV
Posting Number	PN# 101600
Department	Health & Human Services Department
Division	Communicable Disease
Section	Epidemiology
Reporting Location	8000 North Stadium
Workdays & Hours	M - F, 8 a.m. - 5 p.m.*

**Subject to change*

DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS

Provides complex and varied technical support in computer programming and systems design, testing, implementation and maintenance; determines new data processing needs and modifications.

CORE FUNCTIONS

- Oversees and maintains the full life-cycle of projects with regards to programming, installation, testing, administration and maintenance of application both web-enabled and client-side applications.
- Directs development and maintenance of applications to exact user and system requirements and definitions.
- Assess end-user application needs and coordinates with other team members by directing communication between Systems Analyst, GIS Analyst and Statisticians to complete application development to the exact specification of the end-user.
- Designs, creates and present end-user training and training documentation for developed applications. Designs and creates statistical analysis reports incorporating leading edge technologically sound scenarios.
- Conduct special projects as assigned by supervisor within time limits assigned to those projects.

WORKING CONDITIONS

The position is physically comfortable, the individual has discretion about walking, standing, etc.

MINIMUM EDUCATIONAL REQUIREMENTS

Requires a Bachelor's degree in Computer Science, Mathematics, Management and Information Systems or a closely related field.

MINIMUM EXPERIENCE REQUIREMENTS

Four (4) years of experience in systems analysis, design, programming and/or a closely related field are required. Directly related professional experience may be substituted for the education requirement on a year-for-year basis.

MINIMUM LICENSE REQUIREMENTS None

PREFERENCES

- Experience in interpretation of technical and detailed guidelines, and policies and procedures in combination.
- Prefer a candidate with an analytic ability to gather and interpret data.

SELECTION/SKILLS TESTS REQUIRED None

SAFETY IMPACT POSITION ☐ Yes ☒ No

This position is not subject to random drug testing, however if candidate is promoted into this position, he/she must pass an assigned drug test.

SALARY INFORMATION **GRANT FUNDED POSITION**

This position is dependent upon continued available funds. If funding is no longer available, employee may be laid off or transferred. Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The minimum to midpoint of this salary range is:

Salary Range - Pay Grade 25
\$1,501 - \$2,080 Biweekly \$39,026 - \$54,080 Annually

OPENING DATE November 17, 2004

CLOSING DATE Open Until Filled

APPLICATION PROCEDURES

Original applications only are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker, 1st Floor. Successful candidates will be notified of their application status. All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided. TDD Phone Number (713) 837-9496.

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